

**SUMMARY OF THE  
NELAC BOARD OF DIRECTORS AND CHAIRS MEETING  
JANUARY 27, 2003**

The Board of Directors of the National Environmental Laboratory Accreditation Conference (NELAC) met by teleconference on January 27, 2003, at 9:30 a.m. Eastern Standard Time (EST). Chair Dr. Paul Kimsey of the California Department of Health Services, led this specially called meeting. The list of action items from this meeting is shown in Attachment A; a list of participants is shown in Attachment B.

**PROPOSED MEETING WITH EPA**

Dr. Kimsey asked for the Board's counsel on responding to the recent suggestion from Mr. David Friedman that they meet with U.S. Environmental Protection Agency's (EPA) senior managers (Mr. Henry Longest II and Dr. Paul Gilman) on Friday, January 31, 2003 in conjunction with Dr. Kimsey's current travel plans.

Following general discussion, there was consensus that the Board welcomed this proposal, and Ms. Silky Labie and Mr. Joe Slayton offered to accompany Dr. Kimsey to the meeting. All were encouraged to Email issues to Dr. Kimsey so that talking points could be aggregated by this team. It was agreed that NELAC needs to hear from EPA management how they envision specific support for NELAC. Prior to the proposed meeting, Dr. Kimsey will contact Mr. Dorsey Worthy, who is currently the designated supervisor of EPA's NELAC support, for an update on progress on designation of the Director and Executive Secretary.

It was also agreed that preparations for the planned late March meeting should continue, in order to present the Board's concerns and respond to observed misconceptions in the "*Laboratory Accreditation Model Study*" that was distributed during NELAC 8i.

It was agreed that Dr. Kimsey will communicate with Board members following this meeting, and may call another special meeting.

**NEXT MEETING**

The next meeting of the Board of Directors is scheduled as a teleconference for Thursday, February 13, 2003, at 1:30 p.m., Eastern Standard Time (EST).

**NEW ACTION ITEMS  
NELAC BOARD OF DIRECTORS/CHAIRS  
JANUARY 27, 2003**

<b>Item No.</b>	<b>Action</b>	<b>Status</b>
1	Dr. Kimsey will pursue the proposed 1/31/03 meeting with EPA senior staff	ASAP
2	Board members will Email issues & talking points for the 1/31/03 meeting.	ASAP
3	Dr. Kimsey will contact Mr. Worthy regarding the status of the NELAP/NELAC program reorganization.	ASAP

**LIST OF PARTICIPANTS  
BOARD OF DIRECTORS AND CHAIRS MEETING  
JANUARY 27, 2003**

<b>Name</b>	<b>Affiliation</b>	<b>Address</b>
Dr. Paul Kimsey Chair	CA Department of Health Services	T: (510)307-8419 F: (510)412-5848
Mr. R. Wayne Davis Chair-Elect	SC/DHEC Office of Environmental Lab Certification	T: (803)896-0972 F: (803)896-0850
Ms. Silky Labie Past-Chair	FL Dept. of Environmental Protection Small Organizations Committee, Chair	T: (850)488-2796 F: (850)922-4614
Vacant	NELAC Director	
Vacant	NELAC Executive Secretary	
Ms. Ann Marie Allen (absent)	MA Dept. of Environmental Protection	T: (978)682-5237 F: (978)688-0352
Mr. Thomas Maloney	USGS National Water Quality Laboratory	T: (303)236-3460 F: (303)236-3499
Mr. Richard Sheibley	PA Department of Enviromental Protection	T: (717)705-2425 F: (717)783-1502
Mr. Joe Slayton	USEPA/Region 3	T: (410)305-2653 F: (410)305-3095
Mr. Gleason Wheatley	KY/Dept. of Environmental Services	T: (502)564-6120 F: (502)564-8930
Ms. Aurora Shields	KS Dept. of Health and Environment	T: (785)296-6198 F: (785)296-8068
Dr. Gene Tatsch (Contractor Support)	RTI	T: 919-541-6930 F: 828-628-0659